



Application for Incorporation of an Association

Associations Act

Please print in block letters. If there is insufficient space, attach extra sheets. All questions must be answered and full particulars provided. **This application is to be made by the nominated Public Officer of the Association.**

Once this application form is complete it must be lodged at a Territory Business Centre with the prescribed fee. For any enquiries relating to this application please contact (08) 8999 1800

Application for Incorporation of an Association			
1. Association details			
Name of Association			
Street address of Association			
Postal address of Association			
Telephone		Mobile	
Email			
Place formed and where operating	Darwin <input type="checkbox"/>	Katherine <input type="checkbox"/>	Tennant Creek <input type="checkbox"/>
	Alice Springs <input type="checkbox"/>	East Arnhem <input type="checkbox"/>	Regional (e.g Palmerston, rural areas, islands) <input type="checkbox"/>
Number of members		Date association formed	
Is the Association formed for the purpose of trading or securing a pecuniary profit to its members?			Yes <input type="checkbox"/> No <input type="checkbox"/>
Please note, where the answer to the above question is yes, a written statement must be attached outlining the ethnic community to which members of the Association belong and how the persons came to have management of the committee.			
The proposed constitution is		the model <input type="checkbox"/>	own draft <input type="checkbox"/>
The objects and purposes will be:			

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The principal activity of the association is:			
Aged / respite / home care <input type="checkbox"/>	Education/employment training/research <input type="checkbox"/>	Religious <input type="checkbox"/>	
Arts/culture/literary /heritage <input type="checkbox"/>	Environment/horticulture /animal protection <input type="checkbox"/>	Social services/community <input type="checkbox"/>	
Business/Professional <input type="checkbox"/>	Legal/civic/advocacy <input type="checkbox"/>	Sporting <input type="checkbox"/>	
Child care services <input type="checkbox"/>	Personal interest/hobby Social group <input type="checkbox"/>	Other <input type="checkbox"/>	
2. Public Officer details			
Surname			
Given name(s)			
Date of birth			
Residential address			
Postal address			
Telephone		Mobile	
Email			
3. Association Committee member details			
President / Chairperson			
Full name			
Residential Address			
Telephone		Mobile	
Email			
Vice President / Vice Chairperson			
Full name			
Residential Address			
Telephone		Mobile	
Email			
Treasurer			
Full name			
Residential Address			
Telephone		Mobile	
Email			

Application for Incorporation of an Association			
Secretary			
Full name			
Residential Address			
Telephone		Mobile	
Email			
Names of Other Committee Members			
3.Supporting Documents			
Constitution of new association	<input type="checkbox"/>		
Copy of minutes of meeting incorporating	<input type="checkbox"/>		
Prescribed Fee	<input type="checkbox"/>		
4. Fees and payment options			
Please contact (08) 8999 1800 or refer to the relevant schedule of fees at http://www.nt.gov.au/gls			
Cash - Territory Business Centre	<input type="checkbox"/>		
Cheque - payable to RTM	<input type="checkbox"/>		
Credit card <input type="checkbox"/>	Visa <input type="checkbox"/> MasterCard <input type="checkbox"/>		
Credit card number			
Expiry date			
Name on card			
I hereby authorise the Territory Business Centre to debit the above credit card for the amount of			\$
Amount in words			dollars
Signature of cardholder			Date
Contact phone number			

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5. Lodgement	
Please note: Documents are not able to be lodged or processed until payment is received. Forms should be lodged with Territory Business Centres.	
<p>Darwin Ground Floor, Development House 76 The Esplanade Darwin GPO Box 9800 Darwin NT 0801 t: (08) 8982 1700 f: (08) 8982 1725 Toll free: 1800 193 111 e: territory.businesscentre@nt.gov.au</p>	<p>Katherine Shop 1, Randazzo Building 18 Katherine Terrace Katherine PO Box 9800 Katherine NT 0851 t: (08) 8973 8180 f: (08) 8973 8188 e: territory.businesscentre@nt.gov.au</p>
<p>Tennant Creek Shop 2, Barkley House Cnr Davidson and Paterson Streets Tennant Creek PO Box 9800 Tennant Creek NT 0861 t: (08) 8962 4411 f: (08) 8982 1725 e: territory.businesscentre@nt.gov.au</p>	<p>Alice Springs Ground Floor, The Green Well Building 50 Bath Street Alice Springs PO Box 9800 Alice Springs NT 0871 t: (08) 8951 8524 f: (08) 8951 8533 e: territory.businesscentre@nt.gov.au</p>

Northern Territory of Australia
Oaths Affidavits and Declarations Act
Statutory Declaration

(1)
Insert name and
address of person
making the
declaration

I, (1) _____
of _____

do solemnly and sincere declare:

On _____ / _____ 20 _____ the committee of the
association known as:

(2)
Insert name of
entity

(2) _____

(3)
Delete whichever
statement does not
apply

authorised me to apply for incorporation of the said association under
the Associations Act.

*I am a resident of the Northern Territory, have attained the age of 18
years and consent to being the first public officer.*

The document marked 'A' annexed hereto is a true and complete copy
of the constitution of the association referred to in this declaration.

I make this solemn declaration by virtue of the *Oaths Act* and
conscientiously believing the statements contained in this declaration
and accompanying application to be true in every particular.

Declared at _____ on the _____ day of _____ 20 _____

(4)
Signature of the
person making the
declaration

(4) _____

(5) Signature of
person before
whom the
declaration is made

Before me: (5) _____

(6)
Full contact details
of person before
whom the
declaration is made
legibly written,
typed or stamped

(6) _____

Note: This declaration may be made before any person who has
attained the age of (18) eighteen years.
Making a declaration knowing it is false in a material particular is
an offence for which you may be fined or imprisoned.